

APPLICATION FOR PERMIT
(School Year 2003-2004)

This form is due October 15, 2003, for educators hired before September 15, 2003. For educators hired after September 15, 2003, the form is due no later than thirty days after employment.

_____ PERMIT (applicant cannot hold a valid Tennessee Teacher License)
_____ 1st Year (include **ALL** official college transcripts) _____ 2nd Year _____ 3rd Year
_____ TN Public School System _____ TN Non-Public School/Agency _____ TN State Agency

COMPLETE FOR ALL APPLICANTS

Last Name _____ First Name _____ M.I. _____ SSN _____
School System _____ Phone Number _____
School System Address _____
Street/P.O. Box _____ City _____ State _____ Zip Code _____
Name of School Assigned _____
Title I school? Yes _____ No _____ Is this applicant a new hire? Yes _____ No _____ Date Hired _____

NEW HIRE (FOR SY 2003-2004 ONLY): A teacher being employed in your system who was not employed in your system as a teacher or substitute teacher at anytime during the prior school year.

Endorsement Title(s) _____ Endorsement Code(s) _____
(See reverse side for endorsement titles and codes)

_____ **Name/Address Change** (provide a notarized copy of the marriage certificate, divorce decree, or court order that has generated the legal change of name)

Answer the following question if you are applying for your first Tennessee Teacher Permit.

Are you addicted to the use of intoxicants or narcotics, have you ever been convicted of a felony (including a conviction plea of nolo contendere), or have you ever falsified or altered documentation required for licensure? **YES** ____ **NO** ____

All information enclosed with this packet is correct. I understand that the penalty for falsifying information to obtain a license is denial of that license.

Signature _____ **Date** _____

Answer the following question if you are applying for your second or third Tennessee Teacher Permit.

Since your first permit was issued or renewed have you been convicted of a felony (including a plea of nolo contendere), used narcotics or intoxicants improperly, been convicted of possessing narcotics, falsified documentation required for licensure, or altered your license or certificate?

YES ____ **NO** ____

All information enclosed with this packet is correct. I understand that the penalty for falsifying information to obtain a license is revocation of that license.

Signature _____ **Date** _____

Requests for Permits MUST be submitted with copies of the advertisements posted in all the following:

- 1. In the newspaper**
- 2. On the internet**
- 3. At the teacher training institutions**

LOCAL SCHOOL SYSTEM

In compliance with the public laws of Tennessee, we hereby certify that this school system is unable to secure a qualified teacher with a valid license for the type and kind of school in which the vacancy exists. We recommend that the above permit be issued.

Individual responsible for making hiring decisions

Director of Schools

Date

COMMISSIONER OF EDUCATION

Final Action: _____ Approved _____ Not Approved

Commissioner, State Department of Education

(Date)

MAIL COMPLETED APPLICATION TO:

TENNESSEE DEPARTMENT OF EDUCATION
Office of Teacher Licensing
5th Floor, Andrew Johnson Tower
710 James Robertson Parkway
Nashville, Tennessee 37243-0377
(615) 532-4885

Permit

The permit shall be issued to those school systems meeting the following requirements:

1. A superintendent of schools must state intent to employ and indicate the position to be held by the applicant.
2. The school system must indicate that it is unable to obtain the services of a licensed teacher for the type and kind of school in which a vacancy exists.
3. The school system must have posted the position, advertised in appropriate media, and listed the position on a nationally recognized Internet web site.

Effective July 1, 1994, a permit may be issued to a school system only if the applicant holds a bachelor's degree. A bachelor's degree is not required for an applicant in occupational education.

Statutory Authority T.C.A. 49-1-302, 49-5-108, and 49-5-5201

Permit Endorsement Titles and Codes

Administrator Begin. K-12 (A)	480	Food Mtg. Prod 9-12	453	Plumbing	527
Administrator Begin. K-12 (B)	481	Food Service Supervisor	100	Psychology 9-12	426
Administrator Prof. K-12	482	Foreign Lang. (Other) 7-12	404	Radio/Television Broadcasting	576
Administrator Prof. K-12	483	Foreign Lang. (Other) Pre K-12	496	Reading Specialist PreK-12	477
Agriscience	449	French	411	Russian	406
Aircraft Maintenance	512	French Pre K-12	491	Russian Pre K-12	494
Automotive Technology	508	Geography 7-12	422	School Psy. Pre K-12	489
Aviation Ground School	594	German	412	School Social Worker	488
Basic Business/Acct. 7-12	430	German Pre K-12	492	Shorthand 7-12	433
Bible	026	Government 7-12	423	Sociology 9-12	425
Biology	415	Grades 5-8 Middle Grades	400	Spanish	409
Business Education	474	Grades K-8	402	Spanish Pre K-12	495
Business Technology	475	Grades Pre K-4 Early Childhood	497	Special Ed. (Modified K-12)	460
Care/Gdce Child 9-12	451	Graphic Communications	543	Special Ed. (Comp K-12)	461
Carpentry	522	Health K-12	419	Special Ed. (Vision Pre K-12)	462
Chemistry	416	Health Science/Occ	577	Special Ed. (Hear. Pre K-12)	463
Cloth Mgt. Prod 9-12	452	History 7-12	421	Special Ed. (Sp./Lang. Pre K-12)	498
Collision Repair Technology	507	HVACR	598	Special Ed. (Early Ch. Pre K-1)	465
Concrete/Masonry	524	Jobs for TN Grads	591	Special Teacher Reading K-8	075
Cons/Homemaking 5-12	450	Latin	410	Special Teacher Reading 7-12	076
Coop Coordinator	104	Latin Pre K-12	493	Speech Communication 7-12	408
Cosmetology	561	Legal & Protective Services	590	Superintendent	090
Culinary Arts	562	Leisure Craft Technology	568	Supervisor Of Attendance	094
Data Processing 7-12	434	Lib. Info. Spec. Pre K-12	473	Supervisor Of Materials	106
Diesel Equipment Technology	581	Manufacturing Technology	596	Tech. Ed. 5-12	470
Drafting/CAD	531	Marketing	472	Technology/Engineering Education 5-12	477
Driver Education	082	Mathematics	413	Technology Infrastructure	595
Earth Science	418	Music (Inst. K-12)	429	Theatre K-12	405
Economics 7-12	424	Music (Vocal/Gen. K-12)	428	Typewriting/Keyboarding 1-6	431
Electricity	523	Office Tech. 7-12	435	Typewriting/Keyboarding 7-12	432
Electronic Media	597	Other T&I Occ.	586	Visual Arts K-12	427
English	407	Physical Ed. K-12	420	Voc. Agriculture	448
ESL Pre K-12	490	Physics 7-12	417	Welding and Cutting	584

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